

Deltek

Deltek Costpoint Cloud

Configuring Microsoft® Azure w/SAML

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Contents

Microsoft Azure Active Directory Gallery	1
Step 1: Submit the SSO Setup Service Request	2
Step 2: Add and Configure Costpoint into Your Azure Admin Portal.....	3
Step 3: Set Up Costpoint User Accounts for Azure	9

Microsoft Azure Active Directory Gallery

You can access Deltek Costpoint via a SAML-based Single Sign On with your Azure Active Directory account. Setting up the SSO with Microsoft Azure AD is a simple, three-step process.

Step	Description
1	Submit the SSO Setup Service Request
2	Add and Configure Costpoint into your MS Azure Admin Portal
3	Set up your Costpoint User Accounts for MS Azure

Step 1: Submit the SSO Setup Service Request

You must be on Cognos 11 prior to enabling Azure SSO.

To submit the SSO setup service request:

1. Provide the following information in the Service Request:
 - Fully Qualified Domain that your users authenticate against (for example, ACME.Local).
 - Indicate which systems you want SAML enabled on.
2. Deltek will provide you with one XML file per Costpoint system on your account.

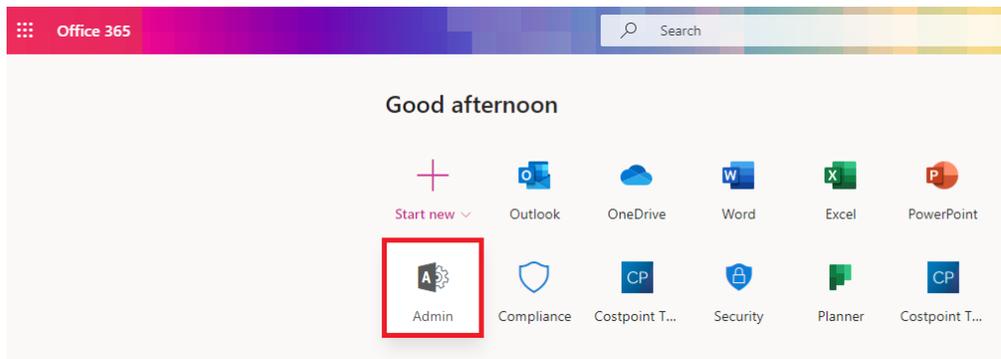
The files will be attached to your SSO Setup Service Request ticket. You will need these files to complete the remaining steps.

Step 2: Add and Configure Costpoint into Your Azure Admin Portal

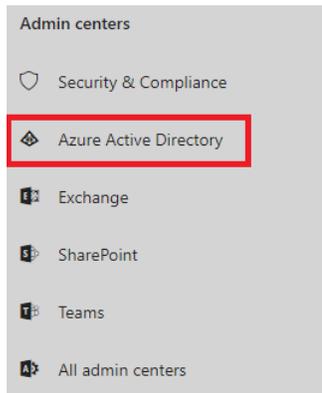
Use the information provided in the SSO Setup Service Request to perform the initial configuration of MS Azure.

To add and configure Costpoint into your MS Azure Admin portal:

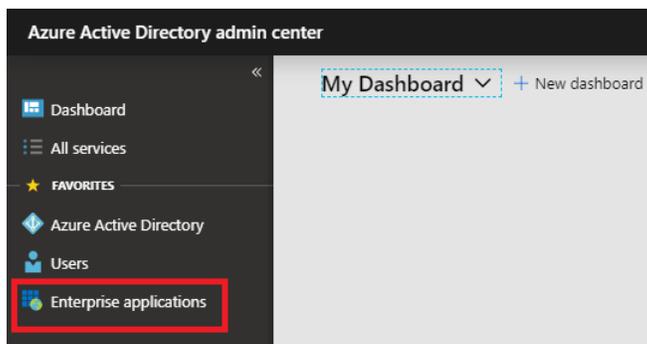
1. Log into the MS Azure Admin Portal using the admin account with your company.



2. Locate and click **Azure Active Directory**.

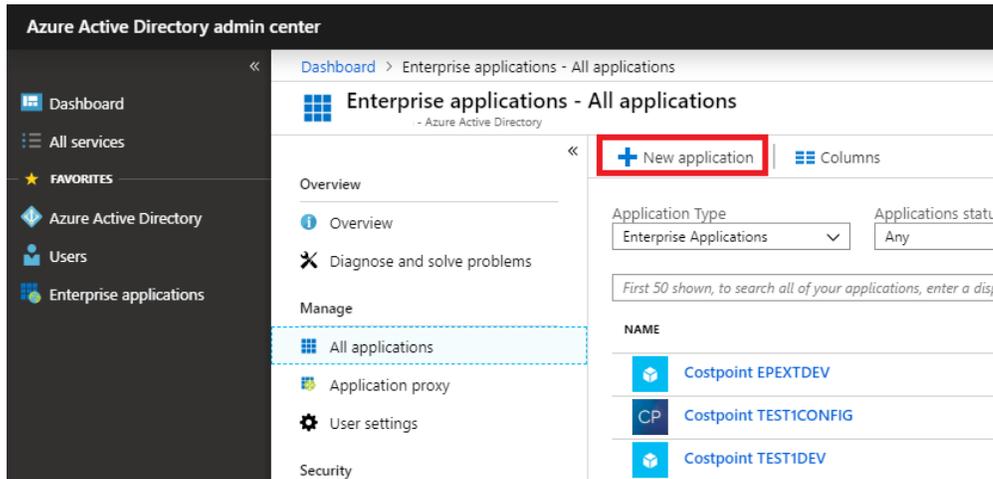


3. Click **Enterprise Applications**.

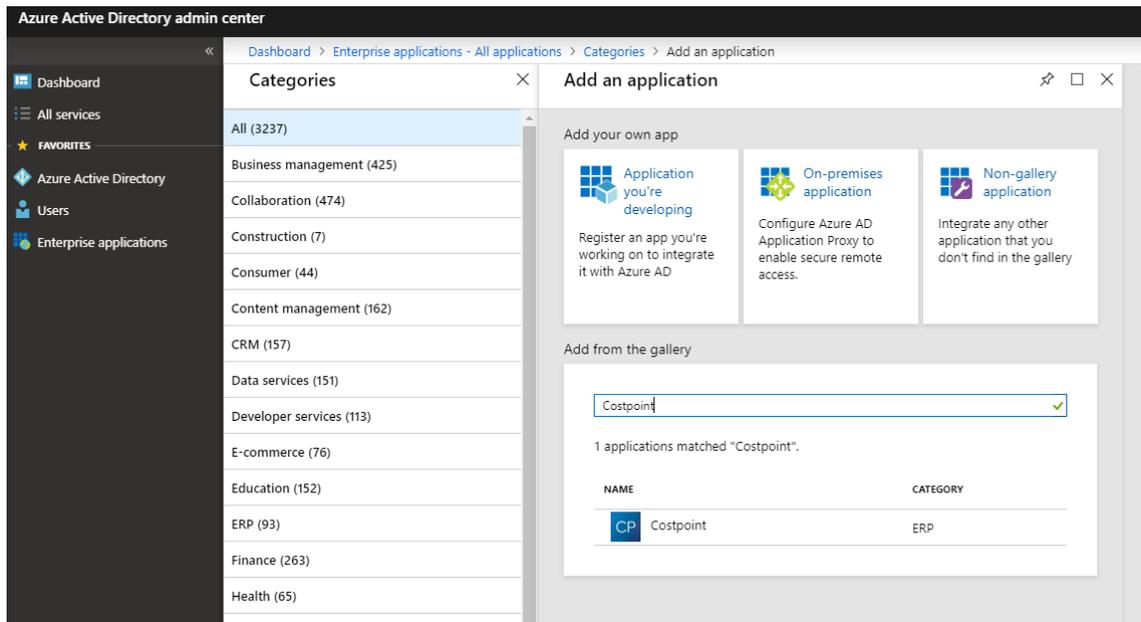


Step 2: Add and Configure Costpoint into Your Azure Admin Portal

4. To add new application, click **New application**.



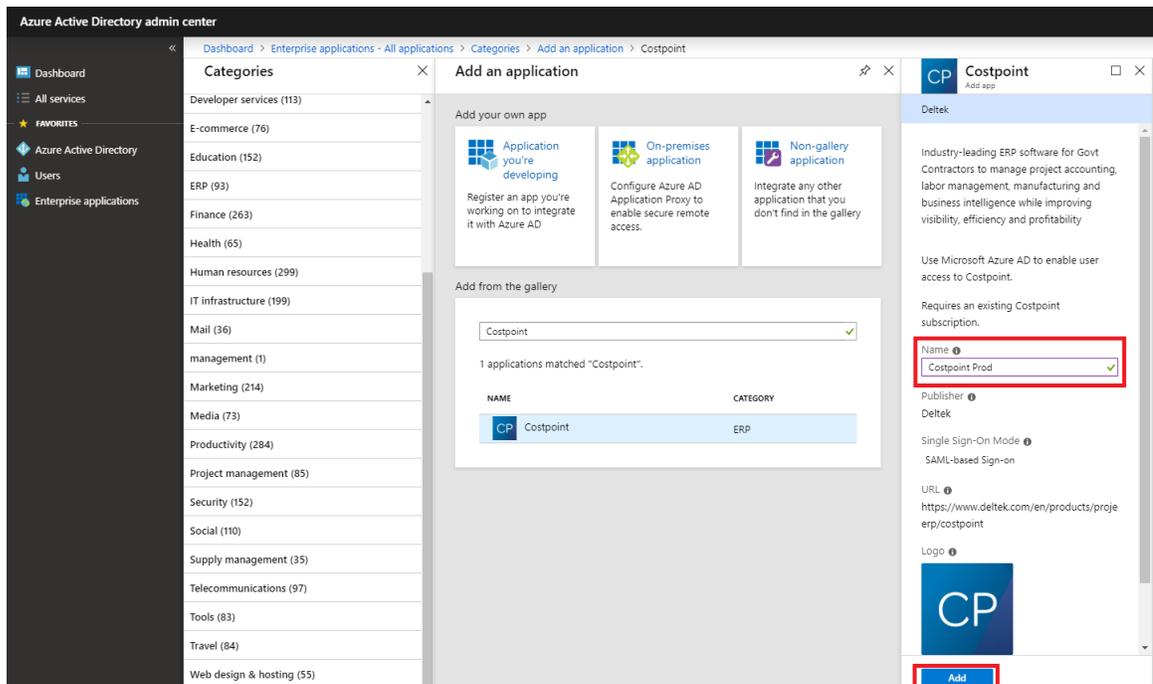
5. In the **Add from the gallery** section, enter **Costpoint** in the search box.



6. Perform the following:
 - a. Select **Costpoint** from results panel.
 - b. Give it a name related to the system you are connecting to that makes sense to you and/or your users.
 - c. Click **Add**.

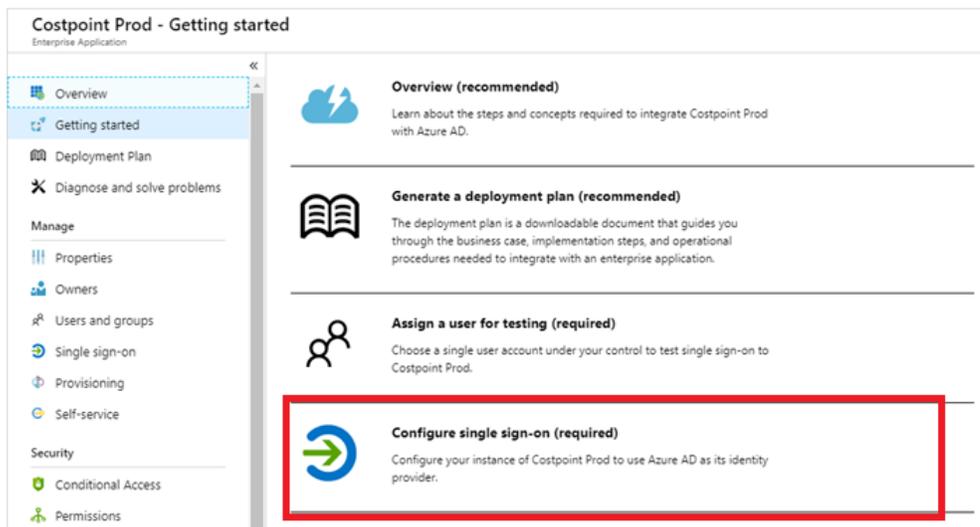
Wait a few seconds while the app is added to your tenant.

Step 2: Add and Configure Costpoint into Your Azure Admin Portal



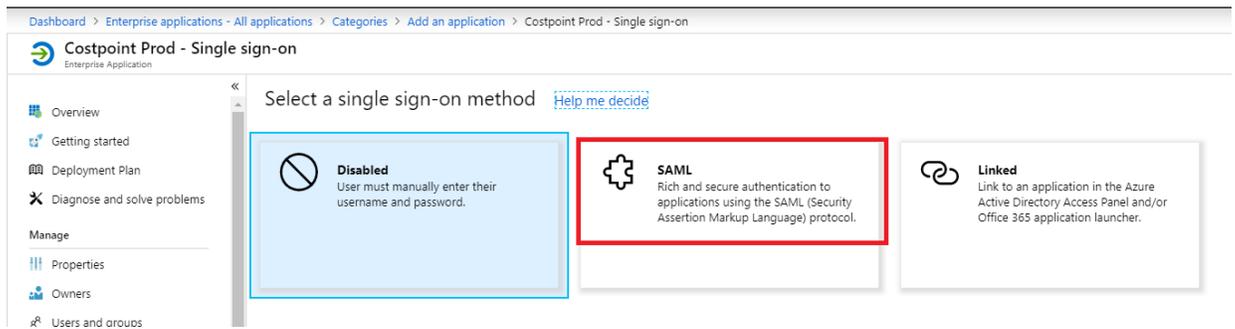
The above example uses **Costpoint Prod** for the app name. You might want to name additional instances **Costpoint Sandbox**, **Costpoint Test**, or use your Costpoint system name into which you log in. Anything that will clearly identify the system you are logging into for your users will work. Since the app definition will include that system in the configuration, you would not have the opportunity to specify into which Costpoint system you are logging. When you access the application icon from the portal, you will be logged into that Costpoint system directly.

7. Once added, select **Configure single sign-on**.

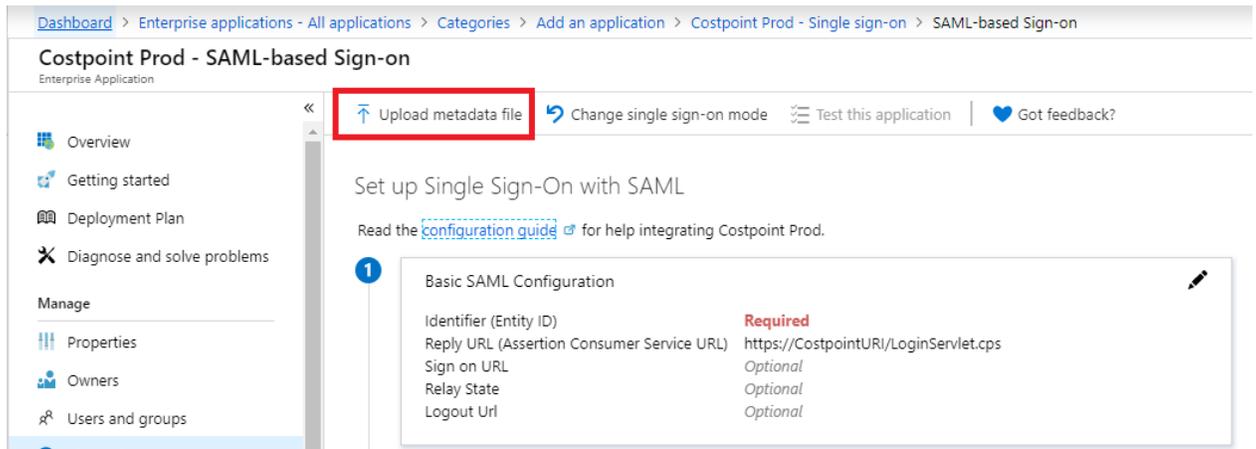


8. Select **SAML**.

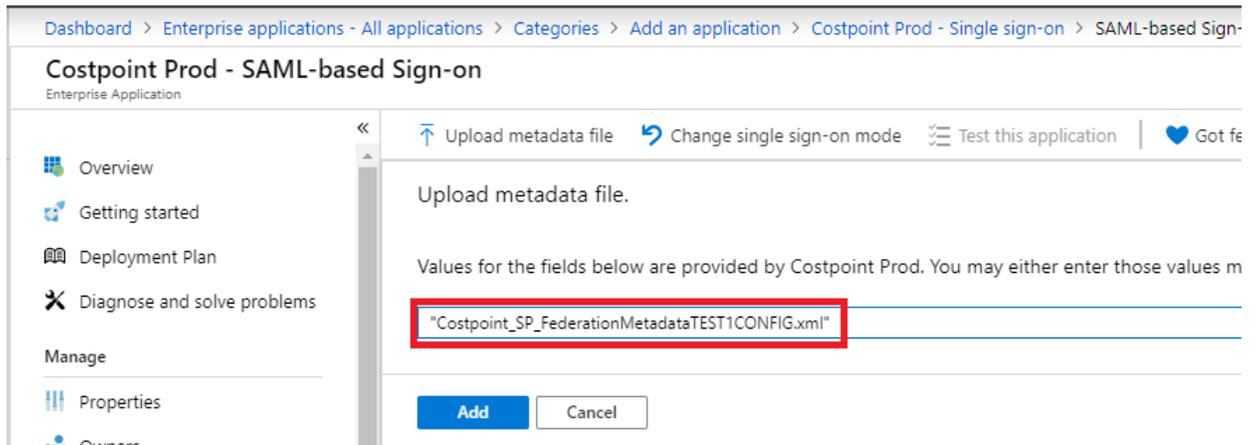
Step 2: Add and Configure Costpoint into Your Azure Admin Portal



9. Click **Upload metadata file**.



10. Browse to where you downloaded the *.xml files provided to you in the service request case, select the XML file for that specific Costpoint system, and click **Add**.



11. On the Basic SAML, the **Identifier** and **Reply URL** fields are automatically populated. Do not change these.

12. In the **Relay State** field, enter **system=<COSTPOINT SYSTEM NAME>**, and save the record. This is the Costpoint system name you are logging into (for example, **TEST1CONFIG**).

Step 2: Add and Configure Costpoint into Your Azure Admin Portal

Warning: These values are case-sensitive. The word **system** MUST be in lowercase, and the Costpoint system name should be in upper case.

Basic SAML Configuration ✕

 Save

*** Identifier (Entity ID)** ⓘ
The default identifier will be the audience of the SAML response for IDP-initiated SSO

Default

✓ ⓘ 

Patterns: https://CostpointURI

*** Reply URL (Assertion Consumer Service URL)** ⓘ
The default reply URL will be the destination in the SAML response for IDP-initiated SSO

Default

✓ ⓘ 

Patterns: https://CostpointURI/LoginServlet.cps

Sign on URL ⓘ
 ✓

Relay State ⓘ

Logout Url ⓘ
 ✓

- When prompted to test, click **No, I'll test later** since you have additional steps to complete before it will work.

Test single sign-on with Costpoint Prod
 To ensure that single sign-on works for your application, we recommend using the testing capability (in the last step) to test the changes you recently made. Would you like to test now?

- For each Application you set up, you need to capture the **App Federation Metadata Url** and send that with the corresponding Costpoint system name.

Step 2: Add and Configure Costpoint into Your Azure Admin Portal

Deltek needs this information to complete your Azure SSO setup. Please add this information to your Service Request ticket as shown in the following example. The x's will be replaced with your specific identifiers. Repeat for each system you are configuring:

```
TEST1CONFIG https://login.microsoftonline.com/xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxxx/federationmetadata/2007-06/federationmetadata.xml?appid=xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxxx
```

Dashboard > Enterprise applications - All applications > Costpoint TEST1TEST - Single sign-on > SAML-based Sign-on

Costpoint TEST1TEST - SAML-based Sign-on

Enterprise Application

Upload metadata file | Change single sign-on mode | Test this application | Got feedback?

Set up Single Sign-On with SAML

Read the [configuration guide](#) for help integrating Costpoint TEST1TEST.

- ##### Basic SAML Configuration

Identifier (Entity ID)	https://test1-cpt.deltekenterprise.com/cpweb/TEST1TEST
Reply URL (Assertion Consumer Service URL)	https://test1-cpt.deltekenterprise.com/cpweb/LoginServlet.cps
Sign on URL	Optional
Relay State	system=TEST1TEST
Logout Url	Optional
- ##### User Attributes & Claims

Givenname	user.givenname
Surname	user.surname
Emailaddress	user.mail
Name	user.userprincipalname
Unique User Identifier	user.userprincipalname
- ##### SAML Signing Certificate

Status	Active
Thumbprint	[Redacted]
Expiration	9/5/2022, 2:45:33 PM
Notification Email	[Redacted]
App Federation Metadata Url	https://login.microsoftonline.com/[Redacted]
Certificate (Base64)	Download
Certificate (Raw)	Download
Federation Metadata XML	Download

- After receiving this information, Deltek will complete the Costpoint back-end configuration and send you a confirmation that it has been completed.
- Continue with the next step for setting up your users.

Step 3: Set Up Costpoint User Accounts for Azure

To enable logging into Costpoint with your Azure credentials, you must first modify the authentication properties of your Costpoint user account.

To set up your Costpoint user accounts:

1. Log into your Costpoint systems using a Cloud Active Directory (User Manager) account that has access to the Manage Users application within Costpoint.
2. Navigate to **Admin » Security » System Security » Manage Users**.
3. Pull up the account that you want to modify, and click the Authentication tab.
4. Perform the following:
 - In the **Authentication Method** drop-down field, select **Active Directory**.
 - In the **Active Directory or Certificate ID** field, enter your user's Active Directory username in your domain.
This can be just the username or the username in UPN format (for example, user@mydomain.local).
 - If the user will be using SAML, select the **SAML Single Signon** check box

The screenshot shows the 'Manage Users' application interface. The 'Authentication' tab is active, displaying settings for a user with ID 'TESTADFS' and name 'Test ADFS User'. The 'Authentication Method' is set to 'Active Directory', and the 'Active Directory or Certificate ID' is 'testadfs'. The 'SAML Single Sign-on' checkbox is checked. The '2FA Settings' are set to 'None'. The 'Company Access' table below shows one entry for 'COMPANY 1'.

Company ID	Default Taxable Entity ID	Org Security Group ID	Labor	SSN	Cost	Price	Company Name	Org Security Group Name	Taxable Entity Name
1	1						COMPANY 1		(Company name not found)

5. Save the record.
6. Repeat steps 3 thru 5 for each user in each Costpoint system with whom you would like to use MS Azure authentication.
7. After your Costpoint accounts are set up, go back to Azure Administration and grant permissions to use the application you provisioned earlier, if you have not done so already.

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